



Data Element Definitions For **Retirement Enrollment File**

Important:

This Data Element Definition document does NOT describe the file structure for the Retirement Enrollment File. Please refer to the appropriate XSD (XML Schema Definition) file, for the file structure and the Encryption Decryption External_File Naming.pdf, for the file naming convention of the Retirement Enrollment xml file. This Data Element Definition document is only intended to describe the data elements and relationships. Further information on how to use the documents and files included in the Technical Toolkit can be found in the Guide to the Technical Toolkit.

The Retirement Enrollment Reporting File Table below provides the list of data fields that employers will be asked to provide CalPERS in the Retirement Enrollment process. The columns given below are intended to be used for the purpose of helping employers identify the information that must be submitted, and how the information should be formatted. Each column should be interpreted as follows:

- Data Element Number – The numerical designation that corresponds with data element in the same row
- Data Element Name – The plain-English name of the information that will be required in this field
- Description of Submitted Data – A longer, more detailed description of the field including explanation of submitted data, and any conditions under which the field must be populated
- R/O/C – Indicates if the information is required, optional, or conditional
 - 'R' indicates that the data is required for the field and an error will generate if the field is not populated
 - 'C' indicates that the data for that field is required when certain conditions are met based on values in another field. Applicable conditions are located in the column of this document titled Description. Information populated when not called for by a condition will be ignored. If data is missing in a conditional field that required the data based on a condition, an error will be returned
 - 'O' indicates that the data is optional for that field. Information populated when not called for will be ignored. If data is missing in an optional field, no error will be returned. The column titled Description indicates what format the optional data must be provided in. If optional data is provided that does not meet the specified format an error will result.

- Field Values – A list of the data that should be provided, if applicable, or the format that the field should be populated under
 - Except where noted, the data element cannot contain any of the following characters:

Asterisk	*	Grave	`
At sign	@	Greater than sign	>
Backslash	\	Less than sign	<
Braces	{ }	Percent sign	%
Brackets	[]	Plus sign	+
Caret	^	Question mark	?
Dollar sign	\$	Quotation mark	“
Equal sign	=	Under score	–
Exclamation point	!	Vertical bar	

- Max Length – The maximum number of characters that the field will accept
- Legacy (ACES) Field Values – Current codes that are used in ACES today

Appendix B of this document contains an analysis of the future fields in the Retirement Enrollment file, and their equivalent, if applicable, in the ACES system currently used today. Also included is a column labeled Change?, which states if a change in the current column is going to occur.

We do not anticipate significant changes to the file format however additional field values will be identified in the coming months. Please check the PERT webpage for the latest file format and review the information entitled *Known Inconsistencies in the Data Element Specifications* for data elements that are pending clarification through a formal change control process at this link:

<http://www.calpers.ca.gov/index.jsp?bc=/employer/pert/home.xml>

Also included on this website is the XML Schema Definition (XSD) that provides a sample XML data structure. Employer produced XML files must conform to the XSD in order to be considered valid. Employers will be able to use the schema to help develop or alter their systems to comply with the new standards in order to submit data files to CalPERS. XML tools are available on a variety of platforms to help IT developers create XML files that adhere to the CalPERS schema. The XML file is different from flat files that many employers send CalPERS today in that the information is organized in a hierarchical structure much like a standard outline. The XML Schema Definition, available at the link above, documents this report structure in detail. This document provides an indication of how the report fields are related to each other in the column titled data type. This file is a flat file and does not have a hierarchy.

In addition to the XSD, a sample XML file will be provided in the fall of 2008. The sample output file can be used as a model for your agency as you produce test files.

XML technologies define an extensible messaging framework that provides a message construct that can be exchanged over a variety of underlying protocols. This framework is designed to be independent of any particular programming language, platform, and other technical criteria.

Version History

VER	DE#	DATA ELEMENT NAME	DESCRIPTION OF CHANGE
		INTRODUCTION – Toolkit	Updated Microsoft's Location/Link
v3	1	Program Type	Updated Field Values with new Long Name and Code Values for codes
v3	13	Appointment ID	Inserted C in R/O/C column Changed Data Type from Integer to String Changed Max Length from 16 to 10
v3	19	Optional Member Position	Updated Field Values with code values Updated the field to be optional (O) instead of conditional (C)
v3	20	Optional Date of Entry	Added Data Element
v3	33	First Name	Changed Max Length from 30 to 20
v3	35	Last Name	Changed Max Length from 20 to 30
v3		Appendix B – Comparison of New Field Values to Legacy (ACES) Field Values, Program Type	Updated Change? from No to Yes
v3		Appendix B – Comparison of New Field Values to Legacy (ACES) Field Values, Employer's CalPERS ID	Updated Change? from No to Yes
v4		Appendix B –	Added Optional Member Date of Entry field to the table

VER	DE#	DATA ELEMENT NAME	DESCRIPTION OF CHANGE
		Comparison of New Field Values to Legacy (ACES) Field Values	
V5	3	Transaction Type	Added Site Change and Left Bench as transaction types
V5	6	Perm Separation Reason	Changed code value for Termination with Cause
V5	16	Work Calendar	Changed code values for all codes
V5	24	Court Level	Changed code values for all codes
V5	39	Address Type	Deleted values of Benefit Payment Address and Rollover 1 Address
V5	50	Phone Type	Changed code values for all codes
V5		Appendix A.1 – Transaction Type Descriptions	Added Site Change and Left Bench transaction types and description to the table
V5		Appendix A.3 – County/District Code Values	Updated code values for all codes
V5		Appendix A.4 – Country Code Values	Updated code values
V6	3	Transaction Type	Removed invalid transaction type from Field Values (STC-Site Change).
V6	26	Assignment Type	Changed to Optional
V6	44	State	Updated condition when required
V6		All	Removed the hierarchy and data type columns as this information is found in the xml schema.

VER	DE#	DATA ELEMENT NAME	DESCRIPTION OF CHANGE
V6		All	Added a “Legacy (ACES) FIELD VALUES” column.
V6	48	Province	Updated condition indicating when required.
V6	49	Postal Code	Updated condition when required.
V7		Cover Page	Added note regarding Encryption Decryption External_File Naming.pdf for naming convention of this xml file.
V7		All with Boolean Values	Updated Field Value column to indicate all true/false values in lower case.
V7	7	Transaction Effective Date	Changed from required to conditional and added condition for when not required.
V7	14	Position Code	Updated description and changed condition
V7	18	Subject to Local ARP	Added a note to indicate in the schema (XSD) this element is referred to as simply “Local ARP”.
V7	21	Covered by ‘59 Survivor	Changed from Required to Optional.
V7	33	First Name	Changed from required to conditional and added condition for when not required.
V7	35	Last Name	Changed from required to conditional and added condition for when not required.
V7	48	Province	Updated conditions when required and added note

VER	DE#	DATA ELEMENT NAME	DESCRIPTION OF CHANGE
V7		Appendix A, Sec 4	Updated Country Code table
V8	37	Gender	Removed U=Unknown as a valid option for this data element.
V9	15	Member Category	Updated Code Values
V10	28	Unused Sick Leave	Updated description to indicate the value provided in this field should be the total number of hours remaining converted into days by the employer.
V11	28	Unused Sick Leave	Reverted description change made in v10 back to remaining hours of sick leave at the time of separation from employment, as reported by the employer.

Retirement Enrollment Reporting File Table

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES						
1	Program Type	<p>Description: The Program Type identifies the program for the transaction record sent by the employer.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment or New Judge Appointment.</p> <p>Note: Data accepted for Appointment Change</p> <p>Supplemental Income Plan (SIP) and Legislator Retirement Plan (LRS) Enrollment are not reportable through this file.</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>California Public Employees' Retirement System (PERS)</td><td>CPE</td></tr><tr><td>All Judge's Retirement Systems</td><td>JR3</td></tr></table>	LONG NAME	CODE VALUE	California Public Employees' Retirement System (PERS)	CPE	All Judge's Retirement Systems	JR3	3	Default "CalPERS"
LONG NAME	CODE VALUE											
California Public Employees' Retirement System (PERS)	CPE											
All Judge's Retirement Systems	JR3											

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES				
2	Employer's CalPERS ID	<p>Description: The CalPERS ID is a unique 10 digit identifier created by the new system.</p> <p>Explanation: The new system will create this unique identifier. This unique identifier replaces the Employer/Unit Code.</p> <ul style="list-style-type: none">• If the County Office of Education (COE) reports for a school district, use the school district's CalPERS ID.• If the school district reports itself, use the school district's CalPERS ID.• If the COE reports on behalf of COE employees, use the COEs CalPERS ID. <p>Required: When reporting new appointments and</p>	C	#####	10	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>CalPERS Employer Code/Unit Code</td><td>#### - ### code as assigned</td></tr></table>	LONG NAME	CODE VALUE	CalPERS Employer Code/Unit Code	#### - ### code as assigned
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#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES																																									
		appointment updates. Note: No notable information																																													
3	Transaction Type	Description: Indicates the transaction type of a qualifying event. Explanation: See description Required: This data is required. Notes: No notable information	R	<table><thead><tr><th>LONG NAME</th><th>CODE VALUE</th></tr></thead><tbody><tr><td>New Appointment</td><td>NAP</td></tr><tr><td>Appointment Change</td><td>ACH</td></tr><tr><td>Begin Leave</td><td>BEL</td></tr><tr><td>End Leave</td><td>ENL</td></tr><tr><td>Permanent Separation</td><td>PSP</td></tr><tr><td>To Local ARP</td><td>TLA</td></tr><tr><td>From Local ARP</td><td>FLA</td></tr><tr><td>New Judge Appointment</td><td>NJA</td></tr><tr><td>Address Change</td><td>ADC</td></tr><tr><td>Profile Change</td><td>PRC</td></tr><tr><td>Membership Inquiry</td><td>MIQ</td></tr><tr><td>Left Bench</td><td>LFB</td></tr></tbody></table> For definitions of these Transaction Types, please see Appendix A, Section 1	LONG NAME	CODE VALUE	New Appointment	NAP	Appointment Change	ACH	Begin Leave	BEL	End Leave	ENL	Permanent Separation	PSP	To Local ARP	TLA	From Local ARP	FLA	New Judge Appointment	NJA	Address Change	ADC	Profile Change	PRC	Membership Inquiry	MIQ	Left Bench	LFB	3	<table><thead><tr><th>LONG NAME</th><th>CODE VALUE</th></tr></thead><tbody><tr><td>New Enrollment</td><td>11</td></tr><tr><td>Address Change</td><td>8</td></tr><tr><td>Name Change</td><td rowspan="3">9</td></tr><tr><td>Birth Date Correction</td></tr><tr><td>Gender Correction</td></tr><tr><td>Temporary Separation</td><td rowspan="2">12</td></tr><tr><td>Permanent Separation</td></tr><tr><td>Change Coverage Group</td><td>13</td></tr></tbody></table>	LONG NAME	CODE VALUE	New Enrollment	11	Address Change	8	Name Change	9	Birth Date Correction	Gender Correction	Temporary Separation	12	Permanent Separation	Change Coverage Group	13
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4	Unique Transaction Identifier	Description: The Unique Transaction Identifier is a memo field to record text for tracking purposes.	C	xxxxxxxx-xxxx-xxxx-xxxx-xxxxxxxxxxxx	36	No Change																																									

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
		<p>Explanation: Employers uploading files can use this field to record a text memo for tracking purposes.</p> <p>Required: Required if the file is sent using FTP. It is optional for File Upload</p> <p>Note: For employers who upload files, this field can be used as a free-text memo for tracking purposes. This is not required for successful submission of the file For FTP-based submissions, CalPERS will return the universally unique identifier (UUID) provided by the employer, with each transaction's success or failure. Employers, who choose this integration</p>				

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES																												
		style, must be able to programmatically match the UUIDs on the CalPERS response, with the transaction submitted to CalPERS, on the input file. This number must be created by a UUID generator																																
5	Leave of Absence Type	<p>Description: The employee's leave of absence type.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is Begin Leave.</p> <p>Note: No notable information.</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Military Leave</td><td>MIL</td></tr><tr><td>Industrial Disability Leave</td><td>IDL</td></tr><tr><td>Non-Industrial DL</td><td>NDL</td></tr><tr><td>State Disability Leave</td><td>SDL</td></tr><tr><td>Sabbatical – Full Pay</td><td>SFP</td></tr><tr><td>Sabbatical – Partial Pay</td><td>SPP</td></tr><tr><td>Workers Comp</td><td>WC</td></tr><tr><td>Family Medical Leave</td><td>FML</td></tr><tr><td>Educational Leave</td><td>EDL</td></tr><tr><td>Service Leave</td><td>SEL</td></tr><tr><td>Maternity/Paternity Leave</td><td>MPL</td></tr><tr><td>Other Leave</td><td>OTL</td></tr><tr><td>Unpaid Leave</td><td>UNL</td></tr></table>	LONG NAME	CODE VALUE	Military Leave	MIL	Industrial Disability Leave	IDL	Non-Industrial DL	NDL	State Disability Leave	SDL	Sabbatical – Full Pay	SFP	Sabbatical – Partial Pay	SPP	Workers Comp	WC	Family Medical Leave	FML	Educational Leave	EDL	Service Leave	SEL	Maternity/Paternity Leave	MPL	Other Leave	OTL	Unpaid Leave	UNL	3	No current equivalent
LONG NAME	CODE VALUE																																	
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Sabbatical – Partial Pay	SPP																																	
Workers Comp	WC																																	
Family Medical Leave	FML																																	
Educational Leave	EDL																																	
Service Leave	SEL																																	
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#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES										
6	Perm Sep Reason	<p>Description: Reason for permanent separation.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is Perm Sep</p> <p>Note: No notable information</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Death</td><td>DEA</td></tr><tr><td>Layoff</td><td>LAY</td></tr><tr><td>Termination with Cause</td><td>TWC</td></tr><tr><td>Other</td><td>OTH</td></tr></table>	LONG NAME	CODE VALUE	Death	DEA	Layoff	LAY	Termination with Cause	TWC	Other	OTH	3	No current equivalent
LONG NAME	CODE VALUE															
Death	DEA															
Layoff	LAY															
Termination with Cause	TWC															
Other	OTH															
7	Transaction Effective Date	<p>Description: CalPERS Effective Date for the specific transaction.</p> <p>Explanation: This date may differ from the Original Hire Date if it takes time for the employee to meet eligibility requirements for entering into membership.</p> <ul style="list-style-type: none">For a New Appointment, this date is the date the	C	yyyy-mm-dd	10	No change										

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
		<p>employer begins reporting contributions for the employee.</p> <ul style="list-style-type: none"> • For an Appointment Change / Site Change, this is the first day the reported change takes effect. • For Begin Leave, this is the first day the leave of absence begins. • For End Leave, this is the day the leave of absence ends. • For To Local ARP, this is the day the employer moves the employee into Local ARP and stops making CalPERS contributions. • For From Local ARP, this is the day the employer moves the employee from Local ARP to making CalPERS contributions. 				

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
		<ul style="list-style-type: none"> • For Permanent Separation / Left Bench, this is the last day of employment with no expectation of returning to the employer. • For New Judge Appointment, this is the first day on the bench. • For Address Change, this is the day the employee's address change is valid. • For Profile Change, this is the day the employee's profile change is valid. <p>Required for all Transactions Types except Member Inquiry</p> <p>Note: No notable information</p>				

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
8	Deletion Indicator	<p>Description: Rescinds a previous transaction.</p> <p>Explanation: Current transaction must have the same set of values as the transaction that should not have occurred.</p> <p>Required: No required data.</p> <p>Note: No notable information.</p>	O	true / false (Must appear in the xml in all lower case)	5	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
9	Correction Indicator	<p>Description: Corrects a previous transaction.</p> <p>Explanation: Current transaction must provide the updated values for the transaction you are correcting.</p> <p>Required: No required data.</p> <p>Note: No notable information.</p>	O	true / false (Must appear in the xml in all lower case)	5	No current equivalent
10	Prior Transaction Effective Date	<p>Description: Changes the Effective Date of a prior transaction</p> <p>Explanation: In order to locate the exact transaction you wish to correct, you must enter the Effective Date (incorrect date) of that transaction.</p>	C	yyyy-mm-dd	10	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
		<p>Required: When the Correction indicator is set to true and the Transaction Effective Date from the previous transaction requires correction.</p> <p>Applicable for transaction types: New appointment, Appointment Change, Begin Leave, End Leave, Permanent Separation, To Local ARP, From Local ARP, and New Judge Appointment</p> <p>Note: No notable information</p>				

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
11	New SSN	<p>Description: The New SSN field is a correction to the Social Security Number.</p> <p>Explanation: Used to correct a member's Social Security Number.</p> <p>Required: No required data.</p> <p>Note: Only applicable for Transaction Type Profile Change</p>	O	#####	9	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
12	Original Hire Date	<p>Description: The first hire date recorded for this employee at this employer, regardless of whether or not the original hire led to membership</p> <p>Required: When Transaction Type is New Appointment and first appointment with the Employer</p> <p>Note: No notable information</p>	C	yyyy-mm-dd	10	No current equivalent
13	Appointment ID	<p>Description: The Appointment ID uniquely identifies the job into which the employee has been hired.</p> <p>Explanation: CalPERS will generate and store Appointment IDs for employees at the time of enrollment.</p>	C	#####	10	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
		<p>Required for New Appointment corrections / deletions or for Appointment Updates when at least two appointments exist for this individual with the same Employer.</p> <p>Not applicable for New Appointment and New Judge Appointment.</p> <p>Note: Prior to system implementation, CalPERS will provide employers with a list of Appointment IDs for their employees. After system implementation, employers can run a report online to generate a list of Appointment IDs.</p>				
14	Position Code	<p>Description: This code represents the position title into which the employee has been hired</p>	C	xxxxxxxxxx	10	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
		<p>(My CalPERS uses the value entered for Position Code to derive the Division that the employee works in).</p> <p>Explanation: This is the unique identifier of the position title for the employer, generated by the employer.</p> <p>Required: Required if the Employer has benefit distinctions at the position level and an Appointment ID has not been provided.</p> <p>Note: Data accepted for Transaction Types: New Appointment, New Judge Appointment and Appointment Change.</p>				

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES																		
15	Member Category	<p>Description: The category assigned by the employer when an employee receives an appointment.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment</p> <p>Note: Data accepted for Transaction Type Appointment Change</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Miscellaneous</td><td>MIS</td></tr><tr><td>Safety - Police</td><td>SPO</td></tr><tr><td>Safety - Fire</td><td>SFI</td></tr><tr><td>Safety - Police and Fire</td><td>SPF</td></tr><tr><td>Safety - County Peace Officer</td><td>SCP</td></tr><tr><td>Safety - Sheriff</td><td>SSH</td></tr><tr><td>Safety - Prosecutor</td><td>SPR</td></tr><tr><td>Safety - Other Safety</td><td>SOS</td></tr></table>	LONG NAME	CODE VALUE	Miscellaneous	MIS	Safety - Police	SPO	Safety - Fire	SFI	Safety - Police and Fire	SPF	Safety - County Peace Officer	SCP	Safety - Sheriff	SSH	Safety - Prosecutor	SPR	Safety - Other Safety	SOS	3	Derived from Coverage Group Code
LONG NAME	CODE VALUE																							
Miscellaneous	MIS																							
Safety - Police	SPO																							
Safety - Fire	SFI																							
Safety - Police and Fire	SPF																							
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16	Work Calendar	<p>Description: The position's yearly work schedule defining the number of months worked versus months paid.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment</p> <p>Note: Data accepted for Transaction Type Appointment Change</p> <p>If work calendar cannot be determined, Work 12 Months/Paid 12 Months should be chosen.</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Work 9 Months/Paid 9 Months</td><td>001</td></tr><tr><td>Work 9 Months/Paid 10 Months</td><td>002</td></tr><tr><td>Work 9 Months/Paid 11 Months</td><td>003</td></tr><tr><td>Work 9 Months/Paid 12 Months</td><td>004</td></tr><tr><td>Work 10 Months/Paid 10 Months</td><td>005</td></tr><tr><td>Work 10 Months/Paid 11 Months</td><td>006</td></tr><tr><td>Work 10 Months/Paid 12 Months</td><td>007</td></tr><tr><td>Work 11 Months/Paid 11 Months</td><td>008</td></tr><tr><td>Work 11 Months/Paid 12 Months</td><td>009</td></tr><tr><td>Work 12 Months/Paid 12 Months</td><td>010</td></tr></table>	LONG NAME	CODE VALUE	Work 9 Months/Paid 9 Months	001	Work 9 Months/Paid 10 Months	002	Work 9 Months/Paid 11 Months	003	Work 9 Months/Paid 12 Months	004	Work 10 Months/Paid 10 Months	005	Work 10 Months/Paid 11 Months	006	Work 10 Months/Paid 12 Months	007	Work 11 Months/Paid 11 Months	008	Work 11 Months/Paid 12 Months	009	Work 12 Months/Paid 12 Months	010	3	No current equivalent
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17	CBU	<p>Description: The collective bargaining unit representing the employee.</p> <p>Explanation: See description.</p> <p>Required when the employer provides benefit distinctions by CBU and the employer is reporting Transaction Types New Appointment or New Judge Appointment.</p> <p>Note: Data accepted for Transaction Type Appointment Change</p>	C	xxxxxxxxxx	10	No Change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
18	Subject to Local ARP	<p>Description: This flag indicates that a local or school miscellaneous member who works for an agency that has a qualified Alternate Retirement Plan will be subject to reporting to the ARP if the time base for the employee falls below the specified threshold.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment</p> <p>Note: In the schema (XSD) this element is referred to as simply "Local ARP".</p> <p>Data accepted for Transaction Type Appointment Change</p>	C	true / false (Must appear in the xml in all lower case)	5	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES								
19	Optional Member Position	<p>Description: Indicates the position an employee holds if the employee is not required to participate in CalPERS retirement program and has elected to enroll voluntarily.</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: Data accepted for Transaction Types New Appointment or Appointment Change</p>	O	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>City Council</td><td>CYC</td></tr><tr><td>County Board of Supervisors</td><td>CBS</td></tr><tr><td>Other</td><td>OTH</td></tr></table>	LONG NAME	CODE VALUE	City Council	CYC	County Board of Supervisors	CBS	Other	OTH	3	No change
LONG NAME	CODE VALUE													
City Council	CYC													
County Board of Supervisors	CBS													
Other	OTH													

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
20	Optional Date of Entry	<p>Description: Indicates the date the employee entered the optional member position.</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: Data accepted for Transaction Types New Appointment or Appointment Change</p>	O	yyyy-mm-dd	10	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
21	Covered by '59 Survivor	<p>Description: Indicator that employee has elected 1959 Survivor Benefits coverage.</p> <p>Explanation: See description.</p> <p>Required: No data required</p> <p>Note: This data element cannot be marked True if Covered by SSA is True</p> <p>If not submitted in the xml the value will default to false.</p>	O	true / false (Must appear in the xml in all lower case)	5	Derived from Coverage Group Code

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
22	Covered by SSA	<p>Description: Indicator that employee is covered by Social Security</p> <p>Explanation: See description.</p> <p>Required: When Transaction Type is New Appointment</p> <p>Note: This data element cannot be marked True if Covered by '59 Survivor is True</p>	C	true / false (Must appear in the xml in all lower case)	5	Derived from Coverage Group Code

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
23	CalSTRS Covered Electing CalPERS	<p>Description: Indicator that enrollment is for a position typically covered by CalSTRS, for which an existing CalSTRS member is electing to receive CalPERS service credit.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment for schools only</p> <p>Note: Data accepted for Transaction Type Appointment Change for schools only</p>	C	true / false (Must appear in the xml in all lower case)	5	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES																			
24	Court Level	<p>Description: The level to which the judge has been elected or appointed, for JRS and JRSII.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Judge Appointment</p> <p>Note: Data accepted if JRS and Transaction Type is Appointment Change</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>County Superior Court</td><td>CSC</td></tr><tr><td>California Appellate Court</td><td>CAC</td></tr><tr><td>California Supreme Court</td><td>CSU</td></tr><tr><td>Chief Justice</td><td>CJU</td></tr></table>	LONG NAME	CODE VALUE	County Superior Court	CSC	California Appellate Court	CAC	California Supreme Court	CSU	Chief Justice	CJU	3	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>County Superior Court</td><td>93##</td></tr><tr><td>California Appellate Court</td><td>92##</td></tr><tr><td>California Supreme Court</td><td rowspan="2">91##</td></tr><tr><td>Chief Justice</td></tr></table>	LONG NAME	CODE VALUE	County Superior Court	93##	California Appellate Court	92##	California Supreme Court	91##	Chief Justice
LONG NAME	CODE VALUE																								
County Superior Court	CSC																								
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County Superior Court	93##																								
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California Supreme Court	91##																								
Chief Justice																									

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
25	County/District	<p>Description: The county in which the Superior Court Judge is serving, or the district in which the Appellate Court Judge is serving.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Judge Appointment</p> <p>Note: Data accepted if JRS and Transaction Type is Appointment change</p>	C	See Appendix A, Section 3	3	No Current Equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES						
26	Assignment Type	<p>Description: Elected/Appointed</p> <p>Explanation: See description</p> <p>Required: No Data Required</p> <p>Note: Data accepted if JRS and if Transaction Type is Appointment change</p>	O	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Elected</td><td>ELE</td></tr><tr><td>Appointed</td><td>APP</td></tr></table>	LONG NAME	CODE VALUE	Elected	ELE	Appointed	APP	3	No current equivalent
LONG NAME	CODE VALUE											
Elected	ELE											
Appointed	APP											

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
27	Retired Annuitant	<p>Description: Indicator that the individual being reported is retired, with qualification to work under a certain limit.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment</p> <p>Note: Data accepted for Transaction Type Appointment Change</p>	C	true / false (Must appear in the xml in all lower case)	5	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
28	Unused Sick Leave	<p>Description: Remaining hours of sick leave at the time of separation from employment, as reported by the employer.</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: Applicable only for Transaction Type Perm Sep. The system will convert hours submitted into days.</p>	O	#####.###	9	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
29	Unused Education Leave	<p>Description: Remaining hours of educational leave at the time of separation from employment, as reported by the employer.</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: Applicable only for Transaction Type Perm Sep. The system will convert hours submitted into days.</p>	O	#####.###	9	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES						
30	Person ID Type	<p>Description: Type of unique employee identifier</p> <p>Explanation: On first report of an employee, this can be SSN. On all subsequent transactions for the employee, this will be the CalPERS ID.</p> <p>Required: This data is required.</p> <p>Note: No notable information</p>	R	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Social Security Number</td><td>SSN</td></tr><tr><td>CalPERS Identification</td><td>PID</td></tr></table>	LONG NAME	CODE VALUE	Social Security Number	SSN	CalPERS Identification	PID	3	No current equivalent
LONG NAME	CODE VALUE											
Social Security Number	SSN											
CalPERS Identification	PID											

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
31	Person ID	<p>Description: This data element will contain the employee's unique identifier for the identifier type reported.</p> <p>Explanation: If SSN is selected, the number must be submitted using the following format.</p> <ul style="list-style-type: none"> • The Social Security Number must be nine digits (no hyphens). • Social Security Number cannot start with 8, 9, or 666. • Each section of the Social Security Number cannot be all zeroes (i.e., 000 ####, ###00####, and #####0000). <p>The CalPERS ID is 10 digits in length.</p> <p>Required: This data is required.</p> <p>Note: No notable information</p>	R	<p>##### (SSN) ##### (CalPERS ID)</p>	10	SSN

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES		MAX LENGTH	LEGACY (ACES) FIELD VALUES																																										
32	Prefix	<p>Description: The employee's title</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: No notable information</p>	O		<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Assembly Member</td><td>ASM</td></tr><tr><td>Chief</td><td>CHI</td></tr><tr><td>Councilman</td><td>COU</td></tr><tr><td>Councilwoman</td><td>CCW</td></tr><tr><td>Dean</td><td>DEA</td></tr><tr><td>Doctor</td><td>DR</td></tr><tr><td>Judge</td><td>JUD</td></tr><tr><td>Mayor</td><td>MAY</td></tr><tr><td>Miss</td><td>MIS</td></tr><tr><td>Mister</td><td>MR</td></tr><tr><td>Mrs</td><td>MRS</td></tr><tr><td>Ms</td><td>MS</td></tr><tr><td>President</td><td>PRE</td></tr><tr><td>Professor</td><td>PRO</td></tr><tr><td>Senator</td><td>SEN</td></tr><tr><td>Superintendent</td><td>SUP</td></tr><tr><td>Supervisor</td><td>SVR</td></tr><tr><td>The Honorable</td><td>HON</td></tr><tr><td>Justice</td><td>JUS</td></tr><tr><td>Chief Justice</td><td>CHJ</td></tr></table>	LONG NAME	CODE VALUE	Assembly Member	ASM	Chief	CHI	Councilman	COU	Councilwoman	CCW	Dean	DEA	Doctor	DR	Judge	JUD	Mayor	MAY	Miss	MIS	Mister	MR	Mrs	MRS	Ms	MS	President	PRE	Professor	PRO	Senator	SEN	Superintendent	SUP	Supervisor	SVR	The Honorable	HON	Justice	JUS	Chief Justice	CHJ	3	No current equivalent
LONG NAME	CODE VALUE																																																
Assembly Member	ASM																																																
Chief	CHI																																																
Councilman	COU																																																
Councilwoman	CCW																																																
Dean	DEA																																																
Doctor	DR																																																
Judge	JUD																																																
Mayor	MAY																																																
Miss	MIS																																																
Mister	MR																																																
Mrs	MRS																																																
Ms	MS																																																
President	PRE																																																
Professor	PRO																																																
Senator	SEN																																																
Superintendent	SUP																																																
Supervisor	SVR																																																
The Honorable	HON																																																
Justice	JUS																																																
Chief Justice	CHJ																																																

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
33	First Name	Description: The employee's first name. Explanation: See description. Required for all Transactions Types except Member Inquiry. Note: Only Alpha characters, blank spaces, hyphens (-), and apostrophes (') will be accepted	C	xxxxxxxxxxxxxxxxxxxxxx	20	No change
34	Middle Name	Description: The employee's middle name. Explanation: See description. Required: No required data. Note: Alpha characters only and will allow blank spaces, hyphens (-),	O	xxxxxxxxxxxxxxxxxxxxxx	20	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
		and apostrophes (').				
35	Last Name	Description: The employee's last name. Explanation: See description. Required for all Transactions Types except Member Inquiry. Note: <ul style="list-style-type: none"> • Only alpha characters, blank spaces, hyphens (-), and apostrophes (') will be accepted. • Minimum of one alpha character. • Cannot begin with a blank space 	C	xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	30	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES																												
36	Suffix	<p>Description: The employee's suffix, if applicable.</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: No notable information</p>	O	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Senior</td><td>SR</td></tr><tr><td>Junior</td><td>JR</td></tr><tr><td>I</td><td>I</td></tr><tr><td>II</td><td>II</td></tr><tr><td>III</td><td>III</td></tr><tr><td>IV</td><td>IV</td></tr><tr><td>V</td><td>V</td></tr><tr><td>Doctor of Philosophy</td><td>PHD</td></tr><tr><td>Doctor of Medicine</td><td>MD</td></tr><tr><td>Certified Public Accountant</td><td>CPA</td></tr><tr><td>Doctor of Education</td><td>EDD</td></tr><tr><td>Esquire</td><td>ESQ</td></tr><tr><td>Doctor of Dental Surgery</td><td>DDS</td></tr></table>	LONG NAME	CODE VALUE	Senior	SR	Junior	JR	I	I	II	II	III	III	IV	IV	V	V	Doctor of Philosophy	PHD	Doctor of Medicine	MD	Certified Public Accountant	CPA	Doctor of Education	EDD	Esquire	ESQ	Doctor of Dental Surgery	DDS	3	No change
LONG NAME	CODE VALUE																																	
Senior	SR																																	
Junior	JR																																	
I	I																																	
II	II																																	
III	III																																	
IV	IV																																	
V	V																																	
Doctor of Philosophy	PHD																																	
Doctor of Medicine	MD																																	
Certified Public Accountant	CPA																																	
Doctor of Education	EDD																																	
Esquire	ESQ																																	
Doctor of Dental Surgery	DDS																																	

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES						
37	Gender	<p>Description: The employee's gender.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment, New Judge Appointment or Profile Change.</p> <p>Note: No notable information</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Male</td><td>M</td></tr><tr><td>Female</td><td>F</td></tr></table>	LONG NAME	CODE VALUE	Male	M	Female	F	3	No change
LONG NAME	CODE VALUE											
Male	M											
Female	F											

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
38	Birth Date	<p>Description: The employee's date of birth.</p> <p>Explanation: See description.</p> <p>Required: When Transaction Type is New Appointment, New Judge Appointment or Profile Change</p> <p>Note: No notable information</p>	C	yyyy-mm-dd	10	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES												
39	Address Type	<p>Description: The employee's address type.</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment, New Judge Appointment or Address Change</p> <p>Note: No notable information</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Mailing Address</td><td>MAI</td></tr><tr><td>Physical Address</td><td>PHY</td></tr></table>	LONG NAME	CODE VALUE	Mailing Address	MAI	Physical Address	PHY	3	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Mailing Address</td><td>1</td></tr><tr><td>Residential Address</td><td>5</td></tr></table>	LONG NAME	CODE VALUE	Mailing Address	1	Residential Address	5
LONG NAME	CODE VALUE																	
Mailing Address	MAI																	
Physical Address	PHY																	
LONG NAME	CODE VALUE																	
Mailing Address	1																	
Residential Address	5																	

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
40	Address 1	<p>Description: The first address line of the address to be entered.</p> <p>Explanation: Typically used for the employee's street address or in care of information.</p> <p>Required: When Transaction Type is New Appointment, Address Change or New Judge Appointment</p> <p>Note: If the address is an apartment or suite number, and can not fit in Address 1, then use Address 2</p>	C	Free form text of up to 30 characters	30	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
41	Address 2	<p>Description: The second address line</p> <p>Explanation: Typically used for the employee's street address if address line 1 was used for in care of information; otherwise would be used for address information that does not fit on address line 1, such as; suite number, building name, room number, apartment number, etc.</p> <p>Required: No required data.</p> <p>Note: Data accepted if Address 1 is supplied.</p> <p>Data accepted for Transaction Types New Appointment, New Judge Appointment and Address Change.</p>	O	Free form text of up to 30 characters	30	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
42	Address 3	<p>Description: The third address line</p> <p>Explanation: Typically used for any address data that does not fit on address lines 1 and 2.</p> <p>Required: No required data.</p> <p>Note: Data accepted if Address 1 is supplied.</p> <p>Data accepted for Transaction Types is New Appointment, New Judge Appointment and Address Change.</p>	O	Free form text of up to 30 characters	30	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
43	City	<p>Description: The city applicable to the address entered.</p> <p>Explanation: See description.</p> <p>Required: When Address 1 is supplied for Transaction Types New Appointment and Address Change</p> <p>Note: Data accepted for Transaction Type New Judge Appointment</p> <p>Data element accepts alpha and numeric characters.</p>	C	Free form text of up to 30 characters	30	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
44	State	<p>Description: The code value for the state applicable to the address entered, if country selected is United States of America (USA) or Mexico</p> <p>Explanation: See description.</p> <p>Required: When Address 1 is supplied and country is US or Mexico</p> <p>Note: Data accepted for Transaction Types New Appointment and New Judge Appointment.</p>	C	See Appendix A, Section 2	3	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
45	Zip Code 5	<p>Description: The first five digits of the zip code for the address designated in Address Type:</p> <p>Explanation:</p> <ul style="list-style-type: none"> • First five (5) numbers are mandatory • Field is Numeric • Format is five (required) + four (optional) <p>Required: When Address 1 is supplied and Country is USA for Transaction Types New Appointment and Address Change</p> <p>Note: Data accepted for Transaction Type New Appointment and New Judge Appointment</p>	C	#####	5	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
46	Zip Code 4	<p>Description: The next four digits of the zip code for the address designated in Address Type.</p> <p>Explanation: Data accepted if ZIP Code – 5 digits is supplied</p> <p>Required: No required data.</p> <p>Note: Data accepted for Transaction Types New Appointment, New Judge Appointment and Address Change</p>	O	####	4	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
47	Country	<p>Description: The code value for the country</p> <p>Explanation: See description</p> <p>Required: When Transaction Type is New Appointment, Address Change or Address 1 is supplied</p> <p>Note: Data accepted for Transaction Types New Appointment and New Judge Appointment</p>	C	See Appendix A, Section 4	3	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES		MAX LENGTH	LEGACY (ACES) FIELD VALUES																									
48	Province	<p>Description: The province or territory</p> <p>Explanation: See description</p> <p>Required: When Country is neither US nor Mexico and the transaction type is New Appointment or Address Change</p> <p>Note: Data accepted for Transaction Type New Judge Appointment.</p> <p>If Country is Canada use one of the code values in the table.</p> <p>If country other than USA, Mexico, or Canada, and provinces exists this field is optional and can be submitted through free form text.</p>	C	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Alberta</td><td>AB</td></tr><tr><td>British Columbia</td><td>BC</td></tr><tr><td>Manitoba</td><td>MB</td></tr><tr><td>New Brunswick</td><td>NB</td></tr><tr><td>Newfoundland</td><td>NF</td></tr><tr><td>Northwest Territories</td><td>NT</td></tr><tr><td>Nova Scotia</td><td>NS</td></tr><tr><td>Ontario</td><td>ON</td></tr><tr><td>Prince Edward Island</td><td>PE</td></tr><tr><td>Quebec</td><td>PQ</td></tr><tr><td>Saskatchewan</td><td>SK</td></tr><tr><td>Yukon</td><td>YT</td></tr></table> <p>Free form text of up to 50 characters</p>	LONG NAME	CODE VALUE	Alberta	AB	British Columbia	BC	Manitoba	MB	New Brunswick	NB	Newfoundland	NF	Northwest Territories	NT	Nova Scotia	NS	Ontario	ON	Prince Edward Island	PE	Quebec	PQ	Saskatchewan	SK	Yukon	YT	50	No change
LONG NAME	CODE VALUE																															
Alberta	AB																															
British Columbia	BC																															
Manitoba	MB																															
New Brunswick	NB																															
Newfoundland	NF																															
Northwest Territories	NT																															
Nova Scotia	NS																															
Ontario	ON																															
Prince Edward Island	PE																															
Quebec	PQ																															
Saskatchewan	SK																															
Yukon	YT																															

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
49	Postal Code	<p>Description: The International Postal Code</p> <p>Explanation: The International Postal Code is alphanumeric.</p> <p>Required: When Country indicated is not USA.</p> <p>Note: Data accepted for Transaction Types New Appointment, New Judge Appointment and Address Change</p>	C	Free form text of up to 12 characters	12	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES												
50	Phone Type	<p>Description: The phone type used (e.g. cellular, fax, office)</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: Data accepted for Transaction Types New Appointment, New Judge Appointment and Profile Change</p>	O	<table><tr><th>LONG NAME</th><th>CODE VALUE</th></tr><tr><td>Office</td><td>WOR</td></tr><tr><td>FAX</td><td>FAX</td></tr><tr><td>TDD</td><td>TYT</td></tr><tr><td>Cellular</td><td>MOB</td></tr><tr><td>Home</td><td>HOM</td></tr></table>	LONG NAME	CODE VALUE	Office	WOR	FAX	FAX	TDD	TYT	Cellular	MOB	Home	HOM	3	No current equivalent
LONG NAME	CODE VALUE																	
Office	WOR																	
FAX	FAX																	
TDD	TYT																	
Cellular	MOB																	
Home	HOM																	

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
51	US Phone	<p>Description: The employee's contact phone number in the USA</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: When this field is provided, ten (10) digits must be entered. Data accepted for Transaction Types New Appointment, New Judge Appointment and Profile Change</p>	O	#####	10	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
52	International Phone	<p>Description: The employee's International contact phone number</p> <p>Explanation: See description</p> <p>Required: No required data</p> <p>Note: Data accepted for Transaction Types New Appointment, New Judge Appointment and Profile Change</p>	O	### [minimum 3 digits, and up to 24 digits], plus signs, dashes, spaces and parentheses are allowed. + - ()	24	No current equivalent

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
53	Extension	<p>Description: The extension of the employee's phone number provided</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: Will only accept numeric values.</p> <p>Data accepted for Transaction Types New Appointment, New Judge Appointment and Profile Change</p>	O	#####	5	No change

#	DATA ELEMENT NAME	DESCRIPTION OF SUBMITTED DATA	R/O/C	FIELD VALUES	MAX LENGTH	LEGACY (ACES) FIELD VALUES
54	Email	<p>Description: The employee's email address</p> <p>Explanation: See description</p> <p>Required: No required data.</p> <p>Note: Data accepted for Transaction Types New Appointment, New Judge Appointment and Profile Change</p>	O	xxxxx@xxxxx.xxx xxxxx@xxxxx.xx.xxx [xxxxx.ca.gov] xxxxx@xxxxx.xx.xx [xxxxx.ca.us]	50	No current equivalent

Appendix A

1. Transaction Type Descriptions

Transaction Type	Definition
New Appointment	New employment. This includes a new position that an employee takes with the employer, whether it's the first time employed with the employer, rehiring a person who worked for the employer at one point or additional employment for a person who is currently employed by the same employer. Transactions should be reported upon reaching eligibility for CalPERS membership. Effective Date is the first day of membership.
Appointment Change / Site Change	A change in employment that is continuous (i.e. with no employment gaps). This transaction could include one or more of the following changes: a move from one site to another, a position or group change. The result of this transaction could result in a benefit change for the employee. Effective Date is the first day the changes take effect.
Begin Leave	Indicates the beginning of a leave of absence (e.g. Military Leave). Effective Date is the first day of the leave period.
End Leave	Indicates the end of a leave of absence. Effective Date is the first day back on the job.
To Local ARP	Indicates that the employer has changed a member's status from contributing to CalPERS to contributing to a Local ARP plan. Effective date is the first day the employer moves the employee into the Local ARP plan and stops making CalPERS contributions. This field applies only to PAs who have such a provision in their contract
From Local ARP	Indicates that the employer has changed a member's status from contributing to a Local ARP plan back to contribution to CalPERS. Effective Date is the first day employer moves the employee from the Local ARP plan back to making CalPERS contributions. This field applies only to PAs who have such a provision in their contract
Permanent Separation / Left Bench	The employee leaves the position with no expectation of returning. Effective Date is the last day of employment.

Transaction Type	Definition
New Judge Appointment	New employment for State and County judges. Effective Date is the first day on the bench.
Address Change	A change to the employee's address. Effective Date is the first day that the address is valid.
Profile Change	A change to the employee's profile (name, gender, birth date, SSN). Effective Date is the first day that the change is valid.
Membership Inquiry	Transaction used only to query the system as to whether or not this individual is eligible for CalPERS membership. The person must be a current active member in the system (not in a status of refunded or retired). Eligibility is strictly for the CalPERS program, not JRS, JRS II or LRS.
Left Bench	The judge leaves the bench with no expectation of returning. Effective Date is the last day of employment.

2. State/Province & Territories Code Values

LONG NAME	CODE VALUE
California	CA
Alabama	AL
Alaska	AK
American Samoa	AS
Arizona	AZ
Arkansas	AR
Armed Forces Europe	AE
Armed Forces Pacific	AP
Armed Forces the Americas	AA
Colorado	CO

LONG NAME	CODE VALUE
Connecticut	CT
Delaware	DE
District of Columbia	DC
Federated States of Micronesia	FM
Florida	FL
Georgia	GA
Guam	GU
Hawaii	HI
Idaho	ID
Illinois	IL
Indiana	IN
Iowa	IA
Kansas	KS
Kentucky	KY
Louisiana	LA
Maine	ME
Marshall Islands	MH
Maryland	MD
Massachusetts	MA
Michigan	MI
Minnesota	MN
Mississippi	MS
Missouri	MO
Montana	MT
Nebraska	NE
Nevada	NV
New Hampshire	NH

LONG NAME	CODE VALUE
New Jersey	NJ
New Mexico	NM
New York	NY
North Carolina	NC
North Dakota	ND
North Mariana Islands	MP
Ohio	OH
Oklahoma	OK
Oregon	OR
Palau	PW
Pennsylvania	PA
Puerto Rico	PR
Rhode Island	RI
South Carolina	SC
South Dakota	SD
Tennessee	TN
Texas	TX
Utah	UT
Vermont	VT
Virgin Islands	VI
Virginia	VA
Washington	WA
West Virginia	WV
Wisconsin	WI
Wyoming	WY
Aguascalientes	AG
Baja California, Norte	BJ

LONG NAME	CODE VALUE
Baja California, Sur	BS
Campeche	CP
Chiapas	CHI
Chihuahua	CI
Coahuila	CU
Colima	CL
Distrito Ferderal	DF
Durango	DG
Guanajuato	GJ
Guerrero	GR
Hidalgo	HG
Jalisco	JA
Mexico	EM
Michoacan	MH
Moreios	MR
Nayarit	NA
NuevoLeon	NL
Oaxaca	OA
Puebla	PU
Queretaro	QA
Quintana Roo	QR
San Luis Potosi	SL
Sinaloa	SI
Sonora	SO
Tabasco	TA
Tamaulipas	TM
Tlaxcala	TL

LONG NAME	CODE VALUE
Veracruz	VZ
Yucatan	YC
Zacatecas	ZT

3. County/District Code Values

LONG NAME	CODE VALUE
1 - Alameda	001
2 - Alpine	003
3 - Amador	005
4 - Butte	007
5 - Calaveras	009
6 - Colusa	011
7 - Contra Costa	013
8 - Del Norte	015
9 - El Dorado	017
10 - Fresno	019
11 - Glenn	021
12 - Humboldt	023
13 - Imperial	025
14 - Inyo	027
15 - Kern	029
16 - Kings	031
17 - Lake	033
18 - Lassen	035
19 - Los Angeles	037
20 - Madera	039
21 - Marin	041
22 - Mariposa	043
23 - Mendocino	045
24 - Merced	047
25 - Modoc	049
26 - Mono	051
27 - Monterey	053

LONG NAME	CODE VALUE
28 - Napa	055
29 - Nevada	057
30 - Orange	059
31 - Placer	061
32 - Plumas	063
33 - Riverside	065
34 - Sacramento	067
35 - San Benito	069
36 - San Bernardino	071
37 - San Diego	073
38 - San Francisco	075
39 - San Joaquin	077
40 - San Luis Obispo	079
41 - San Mateo	081
42 - Santa Barbara	083
43 - Santa Clara	085
44 - Santa Cruz	087
45 - Shasta	089
46 - Sierra	091
47 - Siskiyou	093
48 - Solano	095
49 - Sonoma	097
50 - Stanislaus	099
51 - Sutter	101
52 - Tehama	103
53 - Trinity	105
54 - Tulare	107
55 - Tuolumne	109

LONG NAME	CODE VALUE
56 - Ventura	111
57 - Yolo	113
58 - Yuba	115
Out of State	000
1st District (SF)	100
2nd District (LA)	110
2nd Sub District (Ventura)	117
3rd District (Sac)	120
4th District (San Diego)	130
4th Sub District (Riverside)	131
4th Sub District (Santa Ana)	132
5th District (Fresno)	140
6th District (Santa Clara)	150

4. Country Code Values

LONG NAME	CODE VALUES	LONG NAME	CODE VALUES
United States	US	Benin	BJ
Canada	CA	Bermuda	BM
Mexico	MX	Bhutan	BT
Afghanistan	AF	Bolivia	BO
Albania	AL	Bosnia-Herzegovina	BA
Algeria	DZ	Botswana	BW
American Samoa	AS	Bouvet Island	BV
Andorra	AD	Brazil	BR
Angola	AO	British Indian Ocean Terr	IO
Anguilla	AI	Brunei	BN
Antarctica	AQ	Bulgaria	BG
Antigua & Barbuda	AG	Burkina Faso	BF
Argentina	AR	Burundi	BI
Armenia	AM	Cambodia	KH
Aruba	AW	Cameroon	CM
Australia	AU	Cape Verde	CV
Austria	AT	Cayman Islands	KY
Azerbaijan	AZ	Central African Republic	CF
Bahamas	BS	Chad	TD
Bahrain	BH	Chile	CL
Bangladesh	BD	China	CN
Barbados	BB	Christmas Island (Pacific)	CX
Belarus	BY	Cocos (Keeling) Islands	CC
Belgium	BE	Colombia	CO
Belize	BZ	Comoros	KM

LONG NAME	CODE VALUES	LONG NAME	CODE VALUES
Congo	CG	Gabon	GA
Cook Islands	CK	Gambia	GM
Costa Rica	CR	Georgia	GE
Croatia	HR	Germany	DE
Cuba	CU	Ghana	GH
Cyprus	CY	Gibraltar	GI
Czech Republic	CZ	Greece	GR
The Democratic Republic of the Congo	CD	Greenland	GL
Denmark	DK	Grenada	GD
Djibouti	DJ	Guadeloupe	GP
Dominica	DM	Guam	GU
Dominican Republic	DO	Guatemala	GT
Ecuador	EC	Guernsey	GG
Egypt	EG	Guinea	GN
El Salvador	SV	Guinea Bissau	GW
Equatorial Guinea	GQ	Guyana	GY
Eritrea	ER	Haiti	HT
Estonia	EE	Heard Mcdonald Islands	HM
Ethiopia	ET	Honduras	HN
Falkland Islands	FK	Hong Kong	HK
Faroe Islands	FO	Hungary	HU
Fiji	FJ	Iceland	IS
Finland	FI	India	IN
France	FR	Indonesia	ID
French Guiana	GF	Iran	IR
French Polynesia	PF	Iraq	IQ

LONG NAME	CODE VALUES	LONG NAME	CODE VALUES
Ireland	IE	Madagascar	MG
Isle Of Man	IM	Malawi	MW
Israel	IL	Malaysia	MY
Italy	IT	Maldives	MV
Ivory Coast	CI	Mali	ML
Jamaica	JM	Malta	MT
Jan Mayen	SJ	Marshall Islands	MH
Japan	JP	Martinique	MQ
Jersey	JE	Mauritania	MR
Jordan	JO	Mauritius	MU
Kazakhstan	KZ	Mayotte	YT
Kenya	KE	Micronesia	FM
Kiribati	KI	Moldova	MD
Kuwait	KW	Monaco	MC
Kyrgyzstan	KG	Mongolia	MN
Laos	LA	Montenegro	ME
Latvia	LV	Montserrat	MS
Lebanon	LB	Morocco	MA
Lesotho	LS	Mozambique	MZ
Liberia	LR	Myanmar	MM
Libya	LY	Namibia	NA
Liechtenstein	LI	Nauru	NR
Lithuania	LT	Nepal	NP
Luxembourg	LU	Netherlands	NL
Macau	MO	Netherlands Antilles	AN
Macedonia	MK	New Caledonia	NC

LONG NAME	CODE VALUES	LONG NAME	CODE VALUES
New Zealand	NZ	San Marino	SM
Nicaragua	NI	Sao Tome & Principe	ST
Niger	NE	Saudi Arabia	SA
Nigeria	NG	Senegal	SN
Niue	NU	Serbia	RS
Norfolk Island	NF	Seychelles	SC
North Korea	KP	Sierra Leone	SL
Northern Mariana Islands	MP	Singapore	SG
Norway	NO	Slovakia	SK
Oman	OM	Slovenia	SI
Pakistan	PK	Solomon Islands	SB
Panama	PA	Somalia	SO
Papua New Guinea	PG	South Africa	ZA
Paraguay	PY	Spain	ES
Peru	PE	Sri Lanka	LK
Philippines	PH	St Helena	SH
Pitcairn Island	PN	St Kitts & Nevis	KN
Poland	PL	St Lucia	LC
Portugal	PT	St Pierre & Miquelon	PM
Puerto Rico	PR	St Vincent & Grenadines	VC
Qatar	QA	Sudan	SD
Republic Of South Korea	KR	Suriname	SR
Reunion	RE	Swaziland	SZ
Romania	RO	Sweden	SE
Russia	RU	Switzerland	CH
Rwanda	RW	Syria	SY

LONG NAME	CODE VALUES	LONG NAME	CODE VALUES
Taiwan	TW	Western Sahara	EH
Tajikistan	TJ	Western Samoa	WS
Tanzania	TZ	Yemen	YE
Thailand	TH	Zambia	ZM
Togo	TG	Zimbabwe	ZW
Tokelau	TK		
Tonga	TO		
Trinidad and Tobago	TT		
Tunisia	TN		
Turkey	TR		
Turkmenistan	TM		
Turks & Caicos Islands	TC		
Tuvalu	TV		
Uganda	UG		
Ukraine	UA		
United Arab Emirates	AE		
United Kingdom	GB		
Uruguay	UY		
Uzbekistan	UZ		
Vanuatu	VU		
Vatican City	VA		
Venezuela	VE		
Vietnam	VN		
Virgin Islands(British)	VG		
Virgin Islands(U.S.)	VI		
Wallis & FUTUNA	WF		

Appendix B – Comparison of New Field Values to Legacy (ACES) Field Values

#	my CalPERS Field Name	Definition	Equivalent ACES Field Name	Change?
1	Program Type	Identifies the retirement program for each transaction record sent by the employer.	Retirement System	Yes
2	Employer's CalPERS ID	Unique 10-digit identifier created by the new system.	PERS ER Code	Yes
3	Transaction Type	Identifies the transaction type of a qualifying event.	Transaction Type	Yes
4	Unique Transaction Identifier	Unique ID for every record.	Transaction #	No
5	Leave of Absence Type	Reason for a leave of absence (e.g. Military Leave, Workers Comp, Family Medical Leave).	Appointment Change - Leave	Yes
6	Perm Sep Reason	Reason for permanent separation.	Status Reason	Yes
7	Transaction Effective Date	CalPERS Effective Date for the specific transaction.	Appt Transaction Eff Date Address Effective Date	Yes
8	Deletion Indicator	Rescinds a previous transaction.	Non-existent	Yes
9	Correction Indicator	Corrects a previous transaction.	Non-existent	Yes
10	Prior Transaction Effective Date	Changes the effective date of a prior transaction.	Non-existent	Yes
11	New SSN	A correction to the Social Security Number.	Non-existent	Yes
12	Original Hire Date	The first hire date recorded for this employee at this employer, regardless of whether or not the original hire led to membership	Non-existent	Yes

#	my CalPERS Field Name	Definition	Equivalent ACES Field Name	Change?
13	Appointment ID	The identifier representing the appointment into which the employee has been hired CalPERS will generate and store Appointment ID for the participant at the time of enrollment. If the employee has been hired into a new job for an existing appointment, this ID can be reported by the employer (e.g., employee switches from being a janitor to bus driver) to identify the employee.	SCO External Position Number Non-existent for PA / Schools	Yes
14	Position Code	The code representing the position title into which the employee has been hired.	Non-existent	Yes
15	Member Category	The category assigned by the employer when an employee receives an appointment.	PERS Coverage Group	Yes
16	Work Calendar	The position's yearly work schedule defining the number of months worked versus months paid.	Non-existent	Yes
17	CBU	The collective bargaining unit representing the employee.	No Change	Yes
18	Subject to Local ARP	Indicator that the member is subject to disenrollment and transfer into employer's local alternate retirement plan if time base falls below a certain threshold.	Non-existent	Yes
19	Optional Member Position	Indicator that enrollment is for employee not required to participate in PERS retirement program, and has elected to enroll voluntarily.	Optional Member Ind	No
20	Optional Date of Entry	Indicates the date the employee entered the optional member position.	Non-existent	Yes

#	my CalPERS Field Name	Definition	Equivalent ACES Field Name	Change?
21	Covered by '59 Survivor	Indicator that employee has elected the 1959 Survivor Benefits' coverage.	part of coverage group	Yes
22	Covered by SSA	Indicator that employee is subject to Social Security.	part of coverage group	Yes
23	STRS Covered Electing CalPERS	Indicator that enrollment is for a position typically covered by STRS, for which existing PERS member is electing to receive PERS service credit instead.	Non-existent	Yes
24	Court Level	The level to which the judge has been elected or appointed.	Manual Lookup	Yes
25	County/District	The county in which the Superior court judge is serving.	Manual Lookup	Yes
26	Assignment Type	Elected/Appointed	Non-existent	Yes
27	Retired Annuitant	Indicator that the individual being reported is a retired employee.	Non-existent	Yes
28	Unused Sick Leave	Remaining hours of sick leave at the time of separation from employment, as reported by the employer.	(T-Log only) Sick Leave Hours Count	Yes
29	Unused Education Leave	Remaining hours of educational leave at the time of separation from employment, as reported by the employer.	Non-existent	Yes
30	Person ID Type	Type of unique employee identifier. Options include SSN, TIN, or CalPERS ID.	Non-existent	Yes
31	Person ID	Employee's unique identifier.	SSN	Yes
32	Prefix	The employee's name prefix.	Non-existent	Yes
33	First Name	The employee's first name.	First Name	No
34	Middle Name	The employee's middle name.	Middle Name	No
35	Last Name	The employee's last name.	Last Name	Yes
36	Suffix	The employee's name suffix.	Name Suffix	No
37	Gender	The employee's gender.	Gender	No
38	Birth Date	The employee's date of birth.	Birth Date New Birth Date	Yes

#	my CalPERS Field Name	Definition	Equivalent ACES Field Name	Change?
39	Address Type	Types of addresses for an employee.	Addr Type	No
40	Address 1	The first address line.	Street Address	No
41	Address 2	The second address line.	Alt Address Line	No
42	Address 3	The third address line.	Alt Address Line	No
43	City	The city applicable to the address entered.	City	No
44	State	The state applicable to the address entered.	State	No
45	Zip Code 5	The 5-digit zip code.	ZIP Code 5	Yes
46	Zip Code 4	The 4-digit zip code.	ZIP Code 4 ZIP Code 2	Yes
47	Country	The country of the employee.	Country	No
48	Province	Foreign address: Province or Territory.	Province / Territory	No
49	Postal Code	The international postal code	Non-existent	Yes
50	Phone Type	Type of phone	Non-existent	Yes
51	US Phone	The phone number of the employee.	Daytime Phone Area Daytime Phone	Yes
52	International Phone	The employee's International contact phone number	Non-existent	Yes
53	Extension	The extension number for the associated phone number.	Daytime Phone Extension	No
54	E-mail	The e-mail address of the employee.	Non-existent	Yes